

	<b>Montana Mental Health Nursing Care Center Policy Manual</b>	<b>Policy Number</b>	<b>113</b>
		<b>Original Date</b>	<b>09/12/1984</b>
		<b>Revised Date</b>	<b>04/28/2016</b>
	<b>Department: Administration</b> <b>Response to Violent Crime or Suicide</b>		

### **POLICY:**

In the case of an unnatural death of a resident or staff, violent crime or suicide, the proper authorities will be immediately notified.

### **PROCEDURE:**

Response to Violent Crime, Suicide, or Rape: View the emergency preparedness checklist

1. Suspected rape of a resident or employee shall be reported immediately to the Superintendent or designee.
  - A. The victim will be taken to the hospital for an immediate medical examination if a rape is suspected or alleged.
  - B. If the medical examination concludes that a rape actually occurred, the victim should be appropriately treated and local law enforcement officials notified.
  - C. Guardian/family should be notified.
2. Suicide/Homicide
  - A. If an attempted suicide/homicide occurs the first responsibility of the institution is to take all necessary medical steps to save the victim's life.
  - B. The Superintendent or designee will be notified immediately.
  - C. The guardian of a resident, and local law enforcement officials should be notified.
  - D. If physical injury results from a suicide / homicide attempt, the area in which the victim is found shall be secured and all unauthorized persons denied access.

**Response to Violent Crime or Suicide**

- E. If suicide / homicide victim is pronounced dead at the scene, the body shall be left undisturbed, the area secured and unauthorized persons denied access.
  - F. Should a weapon be observed in the area of a suicide / homicide, it shall be left undisturbed until law enforcement officials arrive.
  - G. If in the opinion of the supervisor on duty, the weapon must be moved to prevent a risk to other residents, it should be moved to a secure area and care should be taken to preserve fingerprints.
3. Violent Crime
- A. Notify the superintendent and law officials.
  - B. Record witness's names and obtain statements when possible.
  - C. Cooperate fully with law enforcement investigation.
4. Access to Medical Records
- A. If during the course of investigating a rape/suicide/homicide or attempted suicide/homicide, access to medical files is requested by law enforcement officials, the following procedure shall apply:
    - 1. The victim's prescribed medication may be divulged to a medical doctor performing an autopsy on the victim.
    - 2. Family identification and vital statistics contained in the victim's medical record may be provided to investigating law enforcement officials.
    - 3. The victim's medical record may not be accessed by investigators without an appropriate investigative subpoena issued by the district court, or a written consent by the resident or guardian as per policy number 1407.

Reviewed: \_\_\_\_\_

Superintendent: \_\_\_\_\_